## , Approved For Release 2001/04/24 : CIA-RDP78-04608A000200020006-5

BUILDING SERVICE BRANCHKONTELY GRUNARTORS REFREN						
FOR THE FERIOD 2	5 June	63	25	July	63	
DATE PREPARED 2	9 July	63				. 11
				DOCUMENTS	JUNE 17MMS	
REQUISITIONS PREPARED (FORM 88)				203	539	
REQUESTS FOR SUPPLIES (FORM 1490)						
(MAIL & TUBE) PROCESSED				240	2,442	
BACK ORDERED				SAX NAXXX	H stands of carcia via spaces and	
REQUESTS FOR SUPPLIES (FORM 1490)						
(COUNTER) PROCESSED				3,901	16,953	
BACK CROFRED				XXXXXXXXX	**	
GSA REQUISITIONS PREPARED (FORM 1458)				6 	150	
MOVE REQUESTS (FORM 17)						
CARRIED FORWARD * Approximately 150 of the pending move requests				158		5. HELE"
RECEIVED	held by th	held by this branch are due to non receipt of material ordered from Central Depot.				
PROCESSED	material o					· · - 7. <b>1</b> :3: <b>6</b>
PENDING			* 179	systematic revenues, such an electromatic retroll	1 1 1	
TYPEWRITER REPAIR REQUESTS				100	्याक्षा के करण कर्मा अनुस्ति का विश्व क्षित्र क्षित्र क्षित्र क्षित्र क्षित्र क्षित्र क्षित्र क्षित्र क्षित्र	
FURALTURE REPAIR REQUESTS				16	Augustics is superior at time that come common stage tight in the large states, and sidely below	
ELECTRIC OFFICE MACHINE REPAIRS				700	のでは、100mmの	
RECEIVING DOCUMENTS PROCESSED						
FORM 88				294	488	-
FORM 1458			337	851		
FORM 17				61	64	
OPERATIONAL SUPPLY ROOM						
PTI (FORM 3.707)				32	73	
LOAN REQUISITIONS (FORM 88)				43	74 900 No. 12 Holes - September March March March	
PERSONNEL 31 plus 3 summer employees						
SICK LEAVE US	OF PERSONNEL SED	recense.				
ANNUAL LEAVE EMERGENCY LE	VAE ARED	308	TONTOS		. <b>.</b>	
ENTIONALISE SEA OOD OO						
FUNDS SPRINNING 1 July 1963						
TOTAL NUMBER OF MEN TOTAL HOURS WORKED 1387 \$1.40				\$1,941.80	\$ 1,941.8 \$22,058.2	0
** Back orders on hand 45 Back orders received 109  **Back orders received 109						
Back ord	lers processed	145	Ba	ags 9 lb. 3	7711	25X1A
Back ord	lers on hand 9		•		1615 4534	